

REQUEST FOR PROPOSAL FOR CONDUCTING CALIFORNIA GNATCATCHER SURVEYS FOR THE MULTIPLE SPECIES CONSERVATION PROGRAM

PROPOSAL DISTRIBUTION DATE

Friday, August 8, 2003

PROPOSAL DUE DATE

Friday, September 26, 2003 by 5:00 p.m.

SUMMARY

The City of San Diego Planning Department is requesting proposals from consultants for conducting California gnatcatcher surveys for the City of San Diego Multiple Species Conservation Program (MSCP). These services involve site visits to open space areas identified for monitoring by MSCP staff and conducting California gnatcatcher surveys in accordance with the protocol described below. The consultant will also be required to assist in the training of 2-3 City staff to conduct California gnatcatcher monitoring. Proposals are due to the City of San Diego Planning Department at 202 C Street, Fifth Floor, San Diego, CA 92101 no later than **Friday, September 26, 2003 by 5:00 pm.**

INTRODUCTION

The MSCP Biological Monitoring Plan (Ogden, 1996) requires that California gnatcatcher surveys be conducted every three years within MSCP open space areas. Surveys were last conducted in Spring 2001, therefore, surveys will be required in Spring 2004. Surveys must be completed in accordance with the protocol given below. Questions on the survey methodology should be directed to either Holly Cheong at (619) 533-6301 or Keith Greer at (619) 236-7258.

QUALIFICATIONS

Candidates must be able to demonstrate their qualifications to conduct the requested tasks in a professional and efficient manner. The proposal should include a summary of the professional experience that the consultant brings to the project, including bird surveys for other projects or agencies. Describe previous projects of similar scope and provide a contact name for each project. The candidate must have expertise with bird species in San Diego County and be able to identify at least 90 percent of the birds within coastal sage scrub habitat by sight and/or sound. To be considered for the contract, the candidate must have a recovery permit from the U.S. Fish and Wildlife Service (USFWS) authorizing them to conduct presence/absence surveys for the California gnatcatcher (*Polioptila californica californica*) and play a tape to detect such species. The recovery permit must be valid for the duration of the 2004 California gnatcatcher breeding season (March 1, 2004 through August 15, 2004). Refer to Section D in attached scope for special equipment required.

SCOPE OF WORK

The qualified consultant shall complete the following tasks:

A. Preliminary meeting

The City of San Diego and USFWS will establish between 50-70 sampling points within the jurisdiction of the City of San Diego and MSCP cornerstone lands for California gnatcatcher monitoring. Each point is independent of the other and will be randomly selected. Each point will be on conserved lands in the Multi-Habitat Planning Area (MHPA) where the City has legal right to access. The exact location and number of points will be determined by City of San Diego and USFWS at a later date, however, no later than 10 January 2004. The contractor will be required to attend one preliminary meeting with the City of San Diego and the USFWS to review the sampling points, discuss the survey methodology and coordinate the survey effort.

B. Conduct California gnatcatcher (CAGN) survey

CAGN surveys must be scheduled at least one week in advance with a written schedule provided to the City. At the City's discretion, 2-3 City staff will assist the consultant with the surveys.

The contractor is responsible to position themselves within 5 meters of each assigned sampling point. If for some reason the contractor is unable to do this to be within 5 meters of the sampling point, the contract representative from the City will evaluate the contractor's reason for not being able to position themselves. If the reason is accepted as valid (i.e., non-traversable slope), a new random point will be substituted for the contractor to sample. Each point being evaluated for elimination will be jointly decided by the US Fish and Wildlife Service representative and the City representative for this project.

At each sample point the presence/absence of CAGN will be recorded. An observer will enumerate the number of CAGNs as well as the time each individual is detected within a 3 minute block and the distance/angle from the point. Distance will be determined using laser range finder. Angle to each detected individual will be measured using a compass.

Each sample point will be monitored for 18 continual minutes. The survey will be broken into six 3-minute blocks, with the first 5 blocks being surveyed without playing a tape and the last block surveyed while playing a tape. The taped call will be played during the final survey block (Sampling Period 6 – Appendix A) with alternating tape playing (30 s) and observation (60 s). Appendix A is an example of the data forms provided to field observers. Note there are six 3-minute sampling periods for each point during a given sampling day.

Each sample point will be visited 5 times, each time employing the survey method described in the previous paragraph. Once visited, the next visit will be no less than 5 days and no greater than 8 days from the previous visit. The recommended schedule is to visit each point every week.

Surveys may be conducted on any day of the week, as long as the above spacing of site visits is maintained. Surveys may be conducted between sunrise and sunset, however, surveys may not

be conducted if wind speeds exceed 20 kilometers per hour, precipitation exceeds a drizzle, or ambient temperatures are less than 4.5°C.

Every week there will be a 1-hour coordination meeting held among all participants of these surveys. The meeting will be held at a location to be determined within the City of San Diego.

The survey period will be 01 March 2004 through 09 April 2004. The survey period may be extended if necessary with the concurrence of the City of San Diego and USFWS.

C. Deliverables

Original data sheets will be submitted weekly to both the City of San Diego and the USFWS. Copies can be faxed. At the end of the contract all original data sheets will become property of the City. Copies will be retained by USFWS.

No write up or analysis is required by the contractor. This contract is for data collection only.

D. Special equipment required for each surveyor

The contractor will supply the following equipment for each surveyor. Substitutions are permitted if product specifications meet or exceed those of the items listed below.

- Garmin GPS 12XL
- Suunto KB-14 Precision Compass
- Leica Rangefinder LRF 900 SCAN
- Cassette Tape Recorder with Playback
 - (Walkman Type with standard size audio cassettes; micro cassettes are not permitted)
- Binoculars 10X power
- Kestrel 3000 Pocket Weather Station
- Flagging – 100% Wood Fiber Enviro Flagging (4 rolls / any color)

What the US Fish and Wildlife Service will supply:

- Audio Tapes
- Datasheets
- Sample points

All equipment purchased for the contract will become the property of the City of San Diego at the end of the contract.

Appendix A

MSCP CAGN SURVEY FORM

STATION # : _____ VISIT: _____ DATE: _____ TIME ON: _____

OBSERVER: _____

TERRAIN LIMIT: _____ % DID NOISE HINDER YOUR SURVEY: Yes / No

TEMPERATURE: _____ °C REL HUMIDITY: _____ % AVG. WIND: _____ km/hr

Codes and Data:

TIME: Stop watch time, starting from zero, when bird is first detected for the sample period

DISTANCE: Recorded in meters – Use tape for under 10 m and rangefinder for greater than 10m

ANGLE: Using compass record direction or angle to CAGN within 5°

DETECTION

CODES: V = Visual H = Auditory HC = Auditory Detection/Confirmed

Visually Later

SEX CODES: M = Male F = Female ? = unknown

AGE CODES: A = Adult J = Juvenile ? = Unknown

SAMPLE PERIOD 1 (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SAMPLE PERIOD 2 (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SAMPLE PERIOD 3 (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SAMPLE PERIOD 4 (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SAMPLE PERIOD 5 (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SAMPLE PERIOD 6 **WITH TAPE** (3 minutes):

	TIME	DISTANCE	ANGLE	HOW DETECTED	SEX	AGE
Bird Obs 1						
Bird Obs 2						
Bird Obs 3						
Bird Obs 4						
Bird Obs 5						
Bird Obs 6						

Comments: _____

SCHEDULE/PROCESS

Five (5) copies of your Proposal are due Friday, September 26, 2003 by 5:00 pm. They should be submitted to the City of San Diego Planning and Development Review Department at 202 C Street, Fifth Floor, San Diego, CA 92101, Attn: Holly Cheong. Proposals will be evaluated based on demonstrated experience in conducting coastal sage scrub bird surveys, the possession of a valid USFWS recovery permit for California gnatcatcher presence/absence, the ability to begin work immediately upon approval of a contract, and the overall cost for completing the work described in the Scope of Work. The selection process will include a review and evaluation of the proposal and cost estimate by the project management team, which includes staff members from the City of San Diego Planning Department. The candidates with the top three proposals will be invited to an oral interview. Final selections will be made based on the oral interview.

PLEASE NOTE THAT THIS REQUEST FOR PROPOSAL/COST ESTIMATE DOES NOT COMMIT THE CITY OF SAN DIEGO TO AWARD A CONTRACT OR TO PAY ANY COST INCURRED IN THE PREPARATION OF A PROPOSAL IN RESPONSE TO THIS REQUEST.

SUBMITTAL OF PROPOSAL

The following items must be included in the Letter Proposal/Cost Estimate:

Overview: The proposal must describe the consultant's qualifications, interest in, and understanding of the project, and state the firm's commitment to complete the project within a timely manner. The proposal must demonstrate the consultant's qualifications to complete his or her designated tasks. Include the name, title, address, telephone/fax numbers, and e-mail address of the candidate. If someone other than the candidate has authority to negotiate and contractually bind the consultant, their contact information must be included as well.

Demonstration of Experience. Interested firms must adequately list and demonstrate qualifications and experience following the outline presented below.

1. Present your previous experience in completing projects of similar scope. Provide a contact name for each project, as references will be checked.
2. Summarize the consultant's qualifications and experience.

References. A minimum of two (2) references who can comment on the past performance of the candidate. For each reference provide a contact person, including address and telephone number, as well as a brief description of the specific project(s).

Cost Proposal. Please provide a cost estimate that itemizes the cost to complete the various tasks outlined above, as well as states the total cost of the services required. The estimate should include both time and materials, as the contract will be prepared in a "time and materials, not to exceed" format.

Proposals should not exceed 6 pages in length. For further clarification of the submittal process, please contact Holly Cheong at 619-533-6301 between the hours of 8 AM - 5 PM Monday through Friday.